

**MINUTES**  
**JAMES CITY SERVICE AUTHORITY BOARD OF DIRECTORS**  
**REGULAR MEETING**  
County Government Center Board Room  
101 Mounts Bay Road, Williamsburg, VA 23185  
June 12, 2018  
5:00 PM

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**A. CALL TO ORDER**

**B. ROLL CALL**

**ADOPTED**  
**JUL 10 2018**

Michael J. Hipple, Vice Chairman, Powhatan District  
John J. McGlennon, Roberts District  
James O. Icenhour, Jr., Jamestown District  
Ruth M. Larson, Berkeley District  
P. Sue Sadler, Chairman, Stonehouse District

William C. Porter, Secretary to the Board  
Adam R. Kinsman, County Attorney  
M. Douglas Powell, General Manager, James City County Service Authority (JCSA)

**C. PUBLIC COMMENT**

None.

**D. CONSENT CALENDAR**

A motion to Approve was made by James Icenhour Jr, the motion result was Passed.  
AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0  
Ayes: McGlennon, Icenhour Jr, Hipple, Larson, Sadler

1. Minutes Adoption - May 8, 2018 Regular Meeting

**E. PUBLIC HEARING(S)**

1. Resolution for Amendment/Termination of Lease Between James City County and the James City Service Authority for Building E

A motion to Approve was made by Ruth Larson, the motion result was Passed.  
AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0  
Ayes: McGlennon, Icenhour Jr, Hipple, Larson, Sadler

Mr. Powell noted that earlier in the evening the Board of Supervisors voted on termination of the lease agreement between James City County and JCSA. He further noted the same action was needed by the JCSA Board of Directors to finalize the termination transaction as noted with a Resolution in the Agenda Packet.

Ms. Sadler opened the Public Hearing.

As there were no speakers, Ms. Sadler closed the Public Hearing.

**F. BOARD CONSIDERATION(S)**

1. Property Acquisition - Ironbound Water Storage Facility Fencing

A motion to Approve was made by James Icenhour Jr, the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: McGlennon, Icenhour Jr, Hipple, Larson, Sadler

Mr. Powell addressed the Board noting a small land acquisition from the Virginia Department of Transportation for \$2,500 was required to complete the fencing project. Staff deemed this was a fair market value for the property. He noted the Resolution for said amount was included in the Board's Agenda Packet along with the fencing boundary specifics highlighted.

2. Contract Award - Water Meter Replacement

A motion to Approve was made by John McGlennon, the motion result was Passed.

AYES: 4 NAYS: 0 ABSTAIN: 1 ABSENT: 0

Ayes: McGlennon, Icenhour Jr, Hipple, Sadler

Abstain: Larson

Mr. Powell noted the contract award had gone to Core & Main for the radio read meters. He highlighted the advantages of the radio read units and noted the budgetary factors involved in the process and installation.

Ms. Larson noted that she would be abstaining from voting as her son works for Core & Main, the company being awarded the contract. She noted there had been no discussion between them regarding the contract.

3. Appointment of JCSA Chief Executive Officer

A motion to Approve was made by Ruth Larson, the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: McGlennon, Icenhour Jr, Hipple, Larson, Sadler

Mr. Kinsman addressed the Board referencing a previous request for a Resolution and employment agreement to appoint Mr. Powell the Chief Executive Officer (CEO) and General Manager of the JCSA. He noted that with this change Mr. Powell effectively would be an employee of the Board of Directors and not an employee of the County Administrator. He also noted the CEO and General Manager terms would be used synonymously and that Mr. Powell would serve as the final arbiter on any employment issues.

**G. BOARD REQUESTS AND DIRECTIVES**

None.

**H. GENERAL MANAGER'S UPDATE**

Mr. Powell noted the long-awaited replacement well at the Five Forks Water Treatment Facility was online and had been for several weeks. He thanked the Board for its support in that project.

Board members congratulated Mr. Powell and thanked him for his work.

**I. ADJOURNMENT**

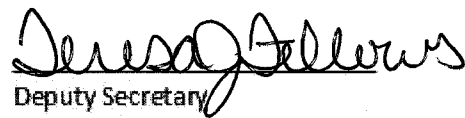
1. Adjourn until 5 p.m. on July 10, 2018 for the Regular Meeting

A motion to Adjourn was made by James Icenhour Jr, the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: McGlennon, Icenhour Jr, Hipple, Larson, Sadler

At approximately 6:01 p.m., Ms. Sadler adjourned the Board.

  
Deputy Secretary